

STATINTL

EXCERPTS from Messes, Clubs and Other Facilities

Para 1 b

b. Recreational Facilities

Recreational facilities are those activities operated generally by station employees with the primary objective of maintaining employee morale by providing station employees and their dependents with recreational, athletic and community entertainment facilities such as clubs, bars, golf driving ranges, golf courses, swimming pools, gymnasiums, etc.

Para 2 a(1)(a),(b),(c)

2. POLICY

a. KUBARK Operated Facilities

(1) Prior Headquarters' Approval Required

- (a) Subject to the prior approval of headquarters in each case, the Chief of any Station or Base, hereinafter referred to as "Chief of Station", may be authorized to establish, equip, and operate with official station funds, messes, commissaries, and other station personnel service facilities (as distinguished from recreational facilities) if deemed necessary and appropriate and when such facilities cannot from a practical standpoint be operated on a self-sustaining basis as provided in 2c or 2d below. Also, subject to prior headquarters approval, the Chief of Station may be authorized to establish, equip, and operate with official station funds recreational facilities, such as swimming pools or gymnasiums, if deemed necessary because of factors peculiar to the mission of KUBARK (see subparagraph 2c(2)(e), hereof). The Chief of Station shall submit a request through regular channels for permission to establish, equip, and operate such facilities to be operated from official station funds. These requests shall be accompanied by complete justifications for operating such facilities with official station funds rather than as self-sustaining facilities, together with detailed estimates of the cost of establishing, equipping and operating said facilities.

- (b) Upon receipt of a request from a Chief of Station for permission to establish and operate a KUBARK operated personnel service or recreational facility, the area division chief concerned shall carefully review the request, indicate his concurrence thereon, if he agrees that the establishment of such a facility is necessary and appropriate, and forward the request to the Deputy Director (Support) for review and approval.
- (c) After review and approval or disapproval by the Deputy Director (Support), the Comptroller shall prepare and send appropriate notification, together with any necessary instructions, to the field installation concerned through the area division chief.

Para 2c(2)(e)

2.

c. Other Self-Sustaining Facilities Established with KUBARK Assistance

(2) Establishment, Equipping and Operation

- (e) Whenever KUBARK approves the establishment and operation of a swimming pool, gymnasium, or other similar recreational facility, official funds may be used to defray the cost of:

1 Basic essential nonexpendable equipment necessary for the operation of the recreational facility, such as filtration plants, fences, guard rails, basketball backboards, boxing rings, parallel bars, horses, weight-lifting apparatus; and

2 Maintenance and repair of the physical facility and the basic essential nonexpendable equipment. A swimming pool, gymnasium or other similar recreational facility shall be operated on a self-sustaining facility except in those instances where headquarters' prior approval has been obtained authorizing the expenditure of official funds for the operation of such facility because of factors peculiar to the mission of KUBARK. Such factors would include, but not limited to, training sites, isolated location of the installation, cases where security considerations are involved in connection with maintaining or protecting the official cover of the station or the

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employees, and cases where only a small number of KUBARK employees are located at a station. When approval is granted for the operation of recreational facilities through the expenditure of official funds, operations will be conducted under the policy set forth in 2a above.

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